Chapter 14 Using Packager (Archive)

PACKAGING A MICROSTATION FILE(S) – (VERSION 8 AND HIGHER)

This document is intended for the general user as a guideline to creating a "snapshot" of a project as it has reached a critical stage that needs to be preserved or as a means to transfer design files to a consultant that does not have our resource (linestyles) and cell libraries copied into their MicroStation configuration. In a sense, an archive is a zipped up copy of your original file or files and all reference attachments. It compacts the files into a single file about half the size of all files uncompressed.

The MicroStation *Packager* can package a single or multiple design files, with or without all of their reference files. A good example is a plan sheet. If you package a plan drawing (i.e. 011_HDPlan1.dgn), the *Package Utility* can include all files that need to be packaged to reproduce the drawing. You can also include *Workspace* items like cell libraries, linestyles, fonts and more, however, if the files are going to be used in-house, we will always be using our configuration so these options do not need to be stored in the package. If the package is going to be shared with consultants, these options will display our files with our symbology.

PACKAGING SINGLE OR MULTIPLE FILES

Step One: Open File to Package (Archive)

Open MicroStation. Pick your project from the project pull down. Open a file.

♫ If you are packaging a single file, open that file. If you are packaging multiple files, it doesn't matter which file that you open.

Step Two: Open Packaging Utility

From the main menu, select **Utilities>Packager…** . This opens the *Create Package* dialog (Figure 14-1). Hit **Next.**
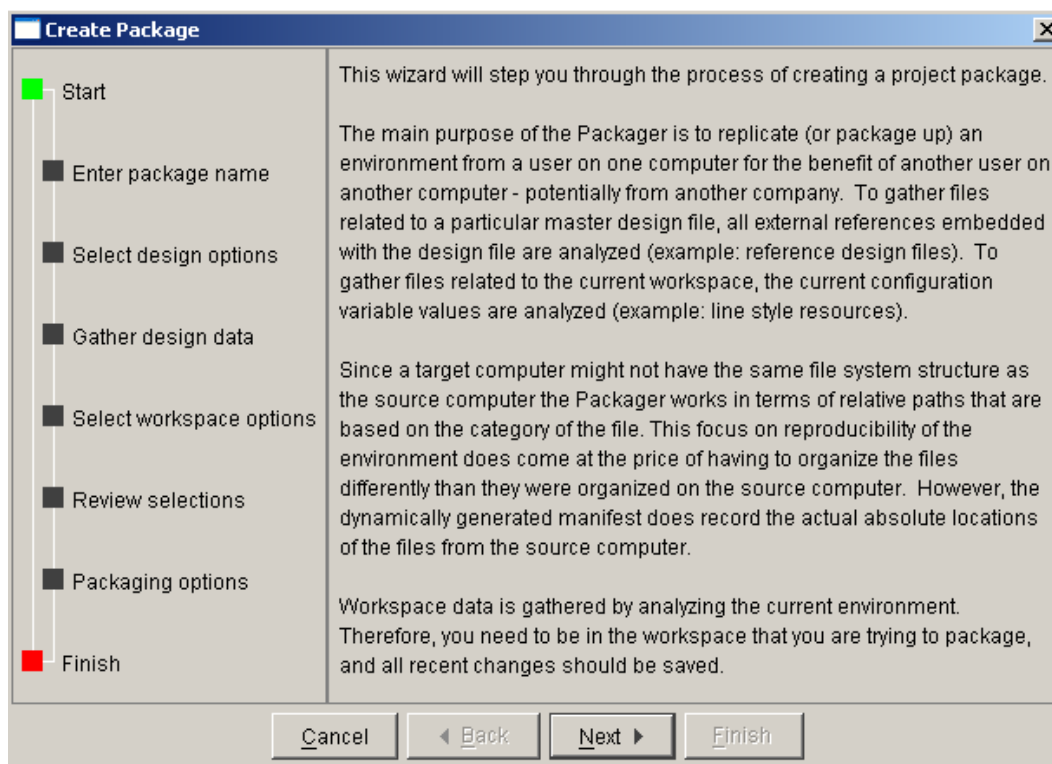

Figure 14-1: Create Package dialog

♫ The left panel of the dialog displays the step that you are on in green. The final step is displayed in red. The right panel explains the step you're on and is where the settings are entered.

Step Three: Enter Package Name

Use a name that will identify the project from others. A good standard to follow is the TownName-PIN (i.e. Topsham-8467). Do not use decimals in the file name. It is not necessary to enter a description, but it could be helpful to identify at which milestone it was archived. Click **Next.**

Step Four: Select Design Options

Select which design options you want to use. Normally, *Reference Files* is the only box you want to check (Figure 14-2). Hit **Next.**
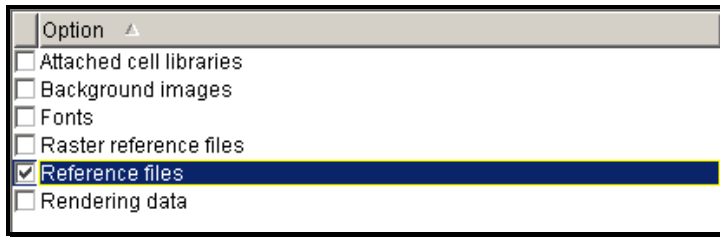

Figure 14-2: Design Options

♫ If you have images in your drawings, you will want to select *Raster Reference Files* also. If the package was going to be shared with consultants, you may want to include other options so it will be displayed correctly with our symbology.

Step Five: Gather Design Data

In this step (Figure 14-3), it gives you the option to select the *Current Design File, Current Directory or Browse* to select multiple files to *Package.* Make your selection, wait for it to finish processing, and then click *Next.*
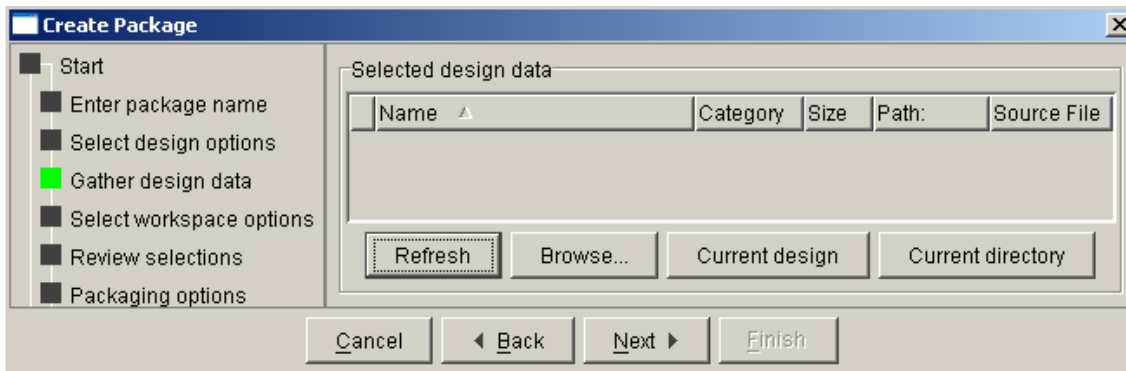

Figure 14-3: Create Package dialog

Current Design File – This option will package the current design file with its reference files.

Current Directory – This option will package all MicroStation design files, AutoCAD .dwg and .dxf files.

Browse – This option allows you to select single or multiple design files to package. Use the **Ctrl** key on your keyboard to pick multiple files.

Refresh – This will refresh the list of files you have selected. If you uncheck a file that you do not want to be packaged, you must hit *Refresh* to remove it from the dialog window.

Step Six: Select Workspace Options

Normally we want to uncheck <u>all</u> of the *Workspace Options* (Figure 14-4). If the file(s) is to be shared with a consultant that doesn't use our configuration, you may want to select all of these options. Make your selection and click *Next.*
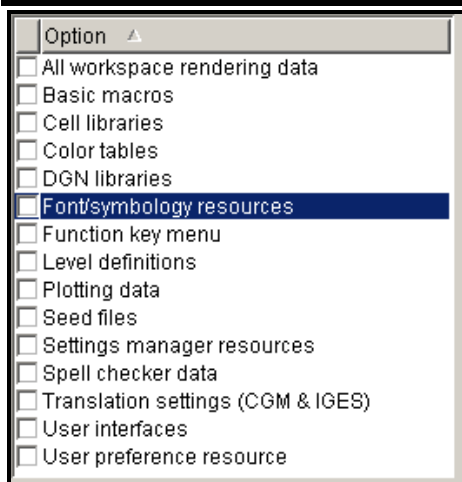
Figure 14-4: Workspace Options

Step Seven: Review Selections

This is the last opportunity to change your selections (Figure 14-5). You can still hit the *Back* button to go back through the steps. A few extra files get generated automatically. Do not delete these files. If all looks good, hit *Next*.

Figure 14-5: Review Selections dialog

Step Eight: Packaging Options

This step gives you the opportunity to adjust the location of the package file (Figure 14-6). The defaults are usually good unless you want to change the path to another folder location. Hit *Next*.
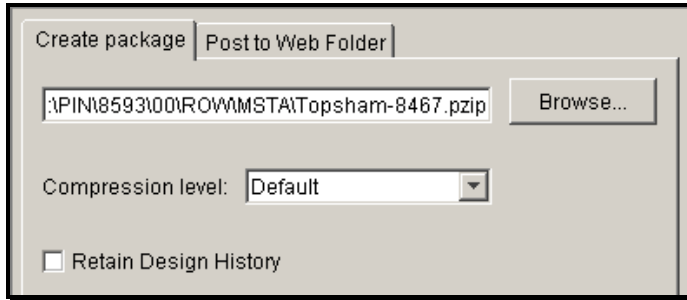
Figure 14-6: Adjust Path Options

♬ The *Retain Design History* box is to include the *Design History* of a file. It is basically a history of changes that have happened to the files. It is only as good as the information typed in by a user. (Full V8 files only).

Step Nine: Finish

Hit *Finish* to begin the *Packaging* process.

OPENING A MICROSTATION V8 PACKAGE (.PZIP) FILE

It is not necessary to have MicroStation open during the extraction process, however it won't matter either way. These files can also be opened with any Zipping utility (i.e. WINZip).

EXTRACTING A PACKAGE FILE

Step One: Locate Package File

Browse to the location of the package file using Windows Explorer. The file has a .pzip file extension.

Step Two: Open the Package File

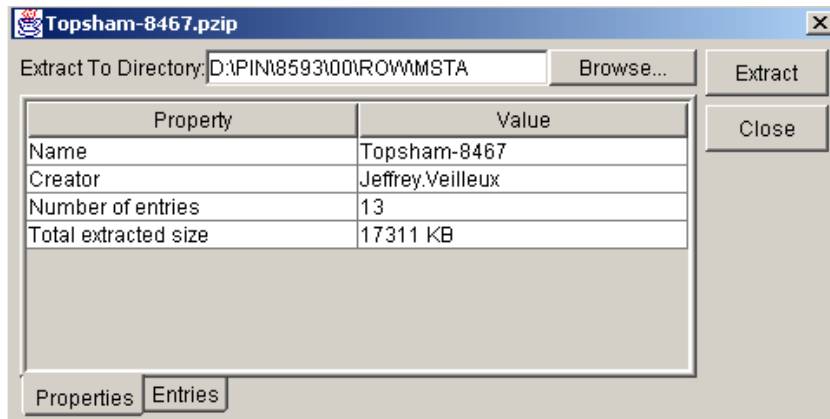Double click the file to open it. The *Properties* tab (Figure 14-7) gives you a brief rundown of the file.

Figure 14-7: properties Tab in the PZIP

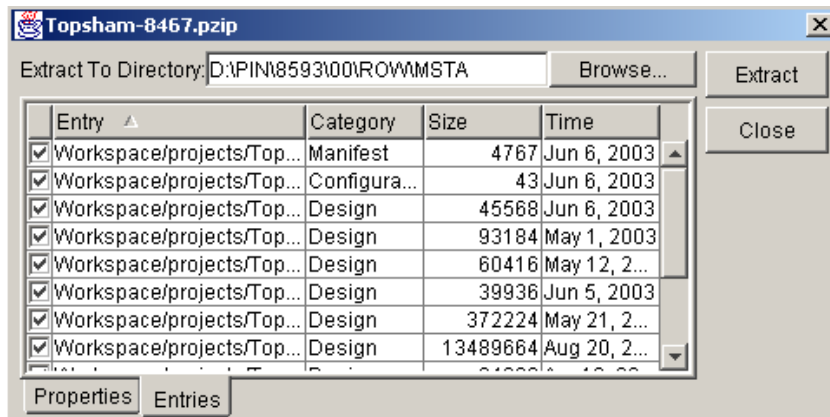The *Entries* tab (Figure 14-8) displays the files that have been packaged.

Figure 14-8: Entries Tab

Step Three: Set the Location for Extraction of Files

Notice the *Extract To Directory* portion of the dialog (Figure 14-8). Adjust the path to suit your needs by typing the new path or by hitting the *Browse* button.

♪ If you do not change the directory, you will not overwrite any existing files. It creates a folder structure of it's own within the target folder.

Step Four: Extracting the Package File

Click the *Extract* button (Figure 14-8). When Prompted to "Launch MicroStation?", say
NO! (Figure 14-9)

Figure 14-9: Do Not Launce MicroStation – Click NO!

♫ If you say yes, MicroStation will be opened, however, it will not use any of our
configuration files, therefore will not have our symbology.

Step Six: Finding the Extracted Files

When the files are extracted, they are placed in the folder you specified in Step Three,
however, it creates a series of subfolders within the target folder. (i.e.
Y:\PIN\8467\00\Highway\MSTA**Workspace\projects\Topsham-8467\dgn).** In this
example, the characters in **bold** type represent the new folders created.

Step Seven: Opening, Moving or Copying the Extracted Files

Open the extracted files the same way you would any other file. You will have to browse to
the files because they are buried in a subfolder. Because all the files live in the same folder,
they will automatically display all of its reference files.

Use Windows Explorer to Move or Copy the files to a desired location. One possibility of its
use is to replace files that have been corrupted, changed unintentionally, etc.

MICROSTATION ARCHIVING PROCEDURES (PRIOR TO V8)

mdot MicroStation   Using Packager (Archive)

EXTRACTING AN ARCHIVE

Prior to Version 8 (V8), MicroStation used a different program for Archiving. V8 does not allow you to create an archive, however, it does allow you to access an existing archive and extract the files. After identifying the files you wish to restore from the archive file, the Archive utility extracts those files from the archive file and copies them to a directory specified by the user.

Step One: Start Utility

Select **Utility>Archive** from the main menu.

Step Two: Open the Archive

In the Archive dialog box, click the Open Archive icon.
The Open Archive File dialog box opens. Browse to your PIN's Archive folder. Select the archive file from which files are to be extracted and click OK.

♪ The files which constitute the archive file are displayed in the Archive dialog box's list box.

Step Three: Select Files to Extract

In the list box, select the files to be extracted. Standard list selection techniques can be used to select more than one file. To select all files in an archive use the Select All item in the Archive Edit menu.

Step Four: Extract

Click the Extract Files icon. The Extract Archive Files dialog box opens (Figure 14-10), displaying information about the selected files along with destination options.
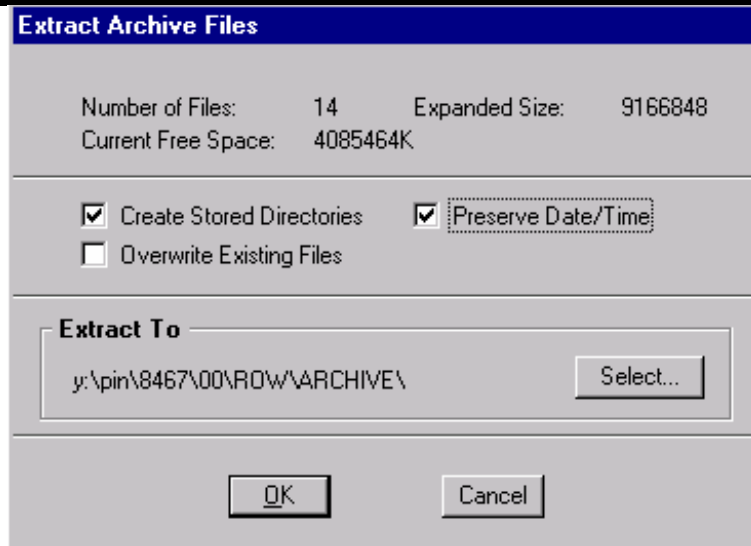
Figure 14-10: Extract Archive Files dialog

Step Five: Adjust Settings

Select the Create Stored Directories option. By default, the Archive utility will not use any directories stored as part of the archived file's path. By selecting this option, you direct the Archive utility to use stored directories as the destination path.

♫ If extracting drawings without referenced files attached, do not select this option.

Do not select the Overwrite Existing Files option unless your intension is to update the files on the network, whether the working drawings or an existing extracted archive. Destination will depend on which directories to overwrite. Permissions on the files should prevent you from overwriting files in another workgroup.

ⓘ *Overwrite should be used with extreme caution. Be absolutely positive that you will not overwrite someone else's work on the network*

ⓘ *When this option is selected, the extracted file will overwrite an existing file with the same name.*

Step Six: Preserve Date and Time

Select the Preserve Date/Time option. If on, the date/time of the extracted file will be copied from the compressed file, preserving its original values.

Step Seven: Set the Destination

In the Extract To section (Figure 14-10), click the **Select** button. The Extract To dialog box opens (Figure 14-11). Select a new path for the target directory to which the selected

design files will be restored and click OK. This path should be to your workgroup's archive folder in the PIN directory.
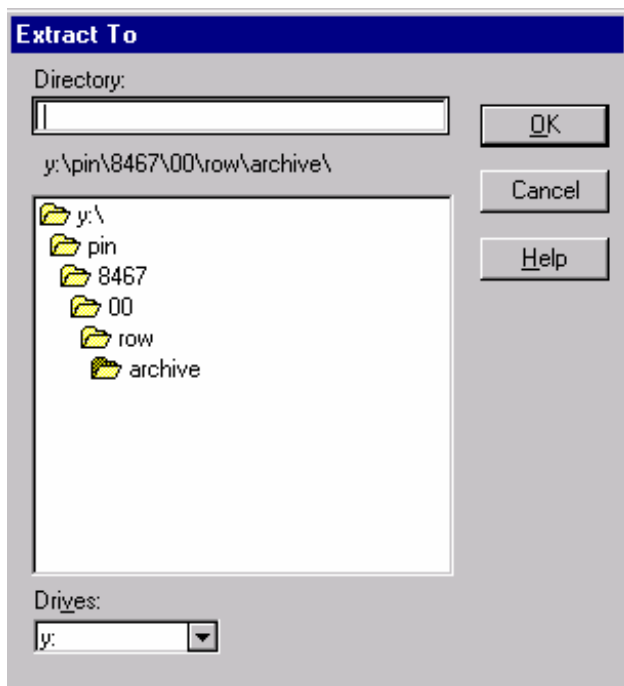

Figure 14-11: Extract To dialog

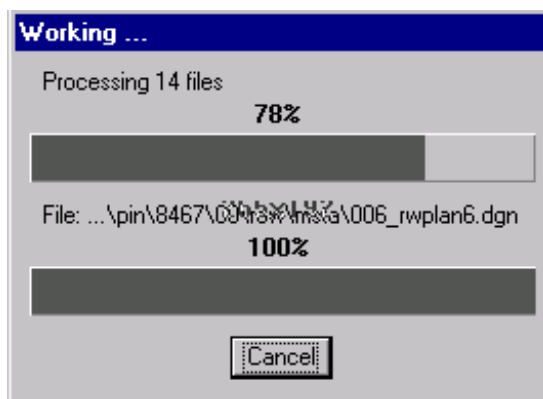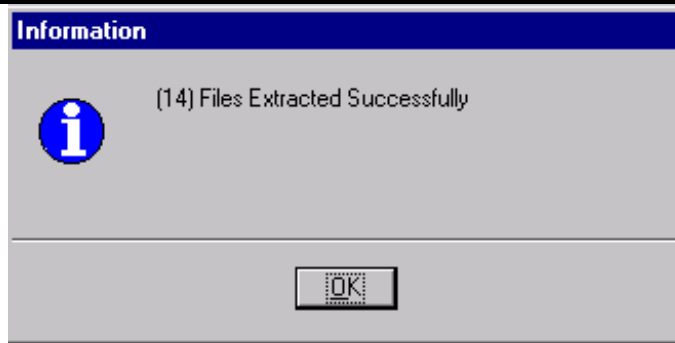In the Extract Archive Files dialog box, click OK to begin the file extraction process (Figure 14-11).

Figure 14-12: Working…

The working graphic is displayed (Figure 14-12).

Figure 14-13: Information dialog

The information dialog (Figure 14-13) tells you if MicroStation was successful in extracting the files. Click **OK.**

Step Eight: Close the Archive Window

Click the "X" or **File>Exit** from the MicroStation Archive Window.